

Choosing to Participate in the Peer Review Process

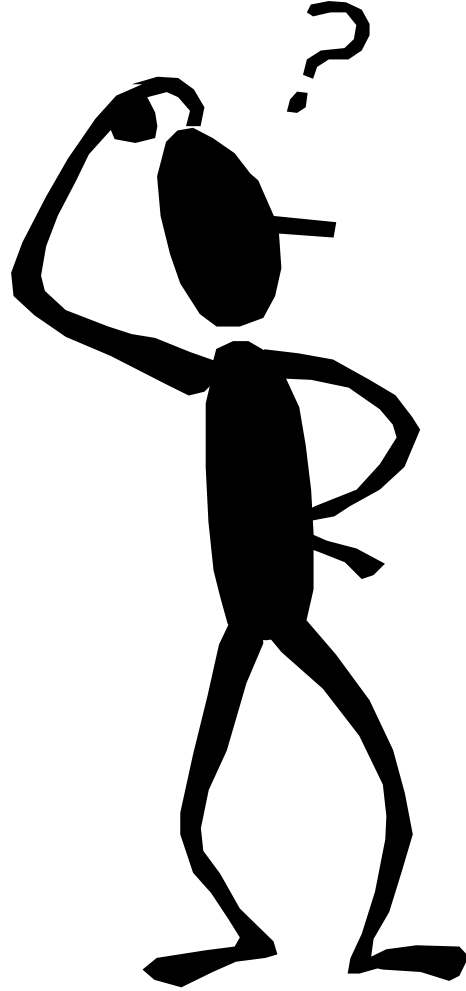
CARRA Peer Review Training
2005

Congratulations -

You've been Invited to Participate!



How Was I Selected?



Process for Selecting CARRA Members to Participate in Peer Review



Step One:

The NCI Scientific Review Administrator (SRA) is responsible for organizing peer review meetings to evaluate grant applications.

The SRA contacts the CARRA Program to request advocate participation in a peer review meeting (CARRA Request).

Process for Selecting CARRA Members to Participate in Peer Review

CARRA Requests from SRAs Include:

- Scientific Review Administrator's contact information.
- Number of CARRA members needed.
- Activity description.
- Required skills.
- Any potential conflicts of interest that a CARRA member might have.

Process for Selecting CARRA Members to Participate in Peer Review

Step Two:

CARRA staff search the program database to identify qualified advocates to participate in the peer review.



CARRA staff recommend five CARRA members for every one advocate needed.

Process for Selecting CARRA Members to Participate in Peer Review

Step 3:

The Scientific Review Administrator reviews the list of recommended CARRA members and chooses which member(s) to invite to the peer review meeting.



CARRA program staff do not decide which members are invited to participate.

Sample Request

- Contact Information
- Number of Advocates Needed: 1
- Activity Description:
 - Application Review: Leukemia/ Lymphoma/ Bone Marrow Transplant
 - Dates and Location: Washington, DC area
- Required Skills:
 - Required Skills: Either a survivor of stem cell transplant for hematologic malignancy, a relative of a patient, or any other person involved in advocacy for hematologic malignancies.
 - Experience in review preferable
 - Cannot recommend anyone from California or Texas
- Potential Conflicts of Interest: any relationship with the participating institutions.

Filling the Sample Request

- Database Search:
 - CARRA members with specialized experience in Bone Marrow/Stem Cell Transplants = 7 active members
 - Active members who could travel = 6 members
 - Active, able to travel, not living in CA or TX = 5 members
- Compiled biographies of 5 recommended members & highlighted peer review experience or training
 - (3 with peer review experience, 1 with peer review training, 1 with neither)

When You Participate

“Consumer advocates are playing such an important role with their support of cancer research. They are providing critical analyses and insights that help ensure that research advances are more quickly and carefully translated to the patient and public settings”

- DEA staff member



Deciding Whether to Participate



Time Commitment for Participating in a Peer Review

- Peer review is time-consuming
 - Usually 35-80 hours spread over 5 to 6 weeks.
- Ensure you have enough time to:
 - Read applications & write critiques = 25-40 hours.
 - Travel to/from the review meeting = 2-15 hours.
 - Participate in the meeting = 1 day to 4 days.
 - Complete CARRA post-activity survey = 30 min.



Time Commitment for Participating in a Peer Review

- Ask your Scientific Review Administrator about time and travel requirements for the specific review.
- Notify the SRA about any time restrictions you may have, such as a need to rest during the day.
- Do not commit to participating if you are unable to meet the time requirements.



Other Factors to Consider When Choosing Whether to Participate



- Am I prepared to do the homework required?
- Are there any conflicts of interest which might prevent me from participating in the review?
 - (Speak with your Scientific Review Administrator)
- Am I able to represent the collective viewpoint of my cancer community, and not voice my personal or political agenda?
- Remember – it's OK to decline an invitation.

Thanks for Your Interest in the Peer Review Process

Your participation can strengthen the role of advocates in the peer review *process* and help advance the *progress* of cancer research.

